

Job Description: Editor, ASHI-University

About the role: ASHI-University is an on-line learning platform for members of the American Society of Histocompatibility and Immunogenetics. Its target audience is clinical histocompatibility and immunogenetics laboratory technologists and laboratory directors-in-training who are studying for ACHI certification (CHT, CHS, Director). The platform also offers continuing education credits to ASHI members and serves as a source of information for fellows and students rotating through clinical and research laboratories. As a source of current information on all relevant topics in histocompatibility and immunogenetics presented at an appropriate level for the target audience, it is critical that the learning platform is professionally overseen long-term by an editor experienced in those areas. The editor will report to the ASHI Board of Directors.

Job responsibilities:

- Oversee a committee of volunteers and ASHI office support staff who will assist in developing the learning platform content
- Maintain the quality, relevance, and diversity of topics presented on the platform
- Standardize the format of the content of the platform
- Assist with drafting, editing, and updating modules and their accompanying quiz
- Assist in tracking progress and “encourage” authors and reviewers to complete their assignments
- Monitor collection of copyright transfers from authors to ASHI
- Monitor and address issues with learner satisfaction

Candidate requirements:

- Knowledge of histocompatibility and immunogenetics as these topics relate to the clinical laboratory
- Experience with presenting higher learning educational material
- Experience with scientific writing at a level appropriate for the target audience
- Familiarity with individuals in the field of histocompatibility and immunogenetics who might serve as authors or reviewers of new content